

Board of Selectmen  
Minutes October 30, 2012

Convened: 6:00 pm

Present: Andrew Artimovich, Chairman  
Jeffrey Bryan  
Jane Byrne  
Michael Hubbard  
Ken Christiansen

The Board met and reviewed payroll, accounts payable and signed the register. The Selectmen reviewed and signed the recreation register.

Jonathan Ellis was in to present the weekly Treasurer's report. Please see last page to view report.

Byrne made a motion, 2<sup>nd</sup> Christiansen to approve the public minutes of 10/23/12. Byrne, Christiansen, Artimovich, and Hubbard were in favor. Bryan abstained as he was not present.

Christiansen made a motion, 2<sup>nd</sup> by Byrne to add Christmas Eve as a paid holiday for 2012 for all full time and eligible part time employees. All were in favor.

Bruce Stevens was present to request a waiver of the impact fee on the accessory unit he pulled a building permit for last week. Stevens said 3 have been waived as they were existing lots of record prior to adopting the impact fee ordinance and he is requesting due process. Christiansen made a motion, 2<sup>nd</sup> by Hubbard to waive the impact fee. Christiansen, Hubbard, Artimovich, and Bryan were in favor. Byrne abstained.

Chief Lemoine was in to present a storm update. Lemoine said the department responded to about 21 calls, downed wires, and there was one building fire on Block Drive. Byrne said she received a complaint today about the generator running at the BRC and the EOC was not open. Bryan said it is automatic, and turns on whenever there is no power. Hubbard asked Lemoine if he received any complaints. Lemoine said no, and none of the shelters in the area were opened. Artimovich and Bryan had both been in contact with Rick Murphy throughout the storm to receive updates.

Clement said a firefighter did not take the annual physical test with the department in the spring. At that time the board made the decision to have this person take the physical with another department. Clement said the firefighter still has not taken the physical test. Lemoine said East Kingston ran the test in September and is not sure if there will be another. Lemoine said without this physical the firefighter cannot wear an air pack but can fulfill other duties. Artimovich suggested that Lemoine put the onus on the firefighter to find a physical with another department and have the Chief sign off on it that the test is comparable.

Building Inspector Gil Tuck was in to have the following permits signed:

- NEI, 61 Pine Road, compressor room: signed by Board
- Robert Markovsky, 21 Longmeadow Drive, generator: signed by Board.

Peggy Small Porter was present from the Richie McFarland Foundation to discuss an increase in funding requested for 2013. Richie McFarland is a nonprofit early intervention childhood education program for children who are delayed or disabled. They primarily work with children ages 1-3. On average they serve 10-15 children per year from Brentwood. Their formula for a fund request is based on \$300 per child and 12 children were served in 2011. Artimovich made a motion, 2<sup>nd</sup> by Bryan to approve the funding increase to \$3600 for Riche McFarland. All were in favor.

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Ruth Zax was present from Child and Family Services to discuss an increase in funding for 2013. They provide pregnancy counseling, mental health counseling, and healthy family planning. They are primarily looking for funding for the healthy families and family counseling programs. Last year they served 26 families, provided \$2020 of counseling, and \$33000 of free or reduced services to the town. Christiansen made a motion, 2<sup>nd</sup> by Hubbard to approve the funding increase to \$1200 for Child and Family Services. All were in favor.

Debbie Brantley was present from Lamprey Health Care to request an increase in funding for 2013 for the senior transportation program. They provide transportation to medical or dental appointments, grocery shopping, banking, and to the post office. They provided 703 rides in Brentwood in 2011 up from 341 in 2010. The request for an increase is to offset increases in fuel and maintenance costs. Bryan made a motion, 2<sup>nd</sup> by Christiansen to approve the increase to \$2205. All were in favor.

Clement presented the following budgets:

Welfare

Clement requesting an increase in Sue Benoit's salary to \$2400 and the rest of the budget remains level funded. Byrne made a motion, 2<sup>nd</sup> by Bryan to approve the welfare budget of \$7084. All were in favor.

Regional Associations

The board approved the 3 increases and all other funding requests remain level funded. Artimovich made a motion, 2<sup>nd</sup> by Christiansen to approve the Regional Associations' budget at \$20384. All were in favor.

Joint Loss

Clement said this budget remains level funded with 2012. Byrne made a motion, 2<sup>nd</sup> by Hubbard to approve the Joint Loss budget of \$1021. All were in favor.

Executive Office

Bryan made a motion, 2<sup>nd</sup> by Christiansen that the board of selectmen decline the 2% COLA. All were in favor. The Selectmen's line will remain level funded. Clement increased the drug/alcohol line to \$300 as that is the random drug testing for the DOT consortium. The consortium does 4 pulls a year but it seems that Robinson and Demeritt are picked almost every time. Pre-employment physicals are increased as Lemoine estimates 4 new hires in the fire department. LOSAP is increased by \$1100 for the Chief's pay for the leadership series. All other line items remain level funded. Bryan made a motion, 2<sup>nd</sup> by Christiansen to approve the Executive Office of \$28060. All were in favor.

Town Administrator

Clement budgeted a 2% COLA and a 2% merit increase. NHRS and health insurance was adjusted to reflect the 2013 rates. All other line items remain level funded. Clement said she got the unofficial word that she will be accepted in the 2013 Leadership Institute and there is no cost associated because the town is a member of the property liability trust at LGC. Artimovich made a motion, 2<sup>nd</sup> by Byrne to approve the town administrator budget of \$82031. All were in favor.

Finance

Clement said she spoke with Mike Campo from Plodzik and the rate for the 2012 audit will remain level at \$15500. The town will not be required to have a single audit for the bridge project because all of the funding is state money. A single audit is only required for federal funds received in excess of \$500,000. Bryan made a motion, 2<sup>nd</sup> by Byrne to approve the Finance budget of \$62903. All were in favor.

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Artimovich mentioned the holiday contribution the town will be receiving and asked Bryan if he would prefer to see that money returned to the general fund or increase the town's contribution to help offset some of the employee's costs. Bryan said he would like to see the money in the general fund. The others agreed that the town contribution will remain at 75%.

Hubbard asked if we wanted to shop insurance rates. Clement said she will get some quotes but if the town were to switch they would forfeit the holiday contribution and the PLT insurance rates would probably increase.

The board signed the legal letters for Plodzik to outline all outstanding legal claims.

Byrne suggested having as brief a meeting as possible next week as meeting time will be very busy at the polls. Artimovich suggested cancelling the meeting. The others agreed.

Motion to adjourn at 7:30 pm made by Bryan, 2<sup>nd</sup> by Christiansen; all were in favor.

Respectfully submitted,

Karen Clement

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		<b>WEEKLY TREASURER'S REPORT</b>		
			<b>CORRECTED</b>	
Date:	October 30, 2012			
<b>Citizens General Fund:</b>				
	Previous Balance:		9,957.90	
	Deposits:		73,931.23	
	Payroll:		11,650.48	DD: 6709.20 CK: 4941.28
	FICA:		2,740.90	
	A/P: Regular		474,047.99	Coop: \$ 466,309
	voided check			
	to Impact Fees		6,001.54	
	From MMA		415,000.00	
	Fica error 8/3/12			
	TO MMA			
	Account Balance:		4,448.22	
	Interest Earned YTD:		74.30	
<b>CD's:</b>	Unrestricted Balance:		-	
<b>MMA:</b>	Unrestricted Balance:		777,814.03	
	Total Invested Funds:		777,814.03	
	Interest Earned YTD:		707.91	